Helpful Hints

Many courses contain video clips. We recommend you use speakers or earphones such as mp3 player, etc.

If you can't hear anything, click on the speaker icon on the right of the task bar (at the bottom of the screen) and checking the volume is not muted.

Most of the e-learning on Mollie is now compatible with an I-pad or I-phone.

However, some videos may not play correctly.

You can access mollie at home or at work with the same username and password

Support

For general queries contact:

staffleaminghelpdesk@tst.nhs.uk ext 2228

or

Nick.Napper@tst.nhs.uk ext 2229
William.Bladon@tst.nhs.uk ext 3229

For accessing e-learning in the Library, please ask Library staff for assistance

If your Trust PC will not play elements of e-learning such as video clips or sound, contact servicedesk@tst.nhs.uk ext 7728

If you have forgotten your username or password – click on the box **'Yes, help me log in'**

Note: We are unable to support problems with home PCs or grant time for home broadband delays, etc.

Learning & Development

Musgrove Park Hospital

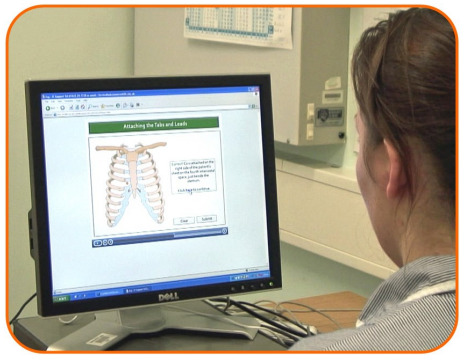
01823 342229

September 2013

NHS
Musgrove Park Hospital

mollie

e-learning



User Guide

e-learning with

Musgrove's Online Learning Interactive Environment

Learning & Development

Logging On

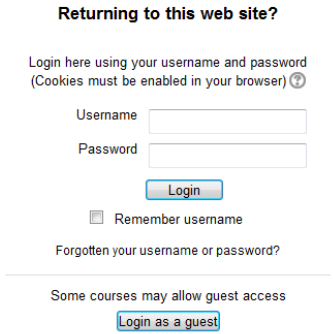
1. Go to the **Learning & Development** intranet page and choose **e-learning** (on the bottom right of the page).

On the e-learning page click on mollie

2. **From a home PC, type http://mollie.tst.nhs.uk into your browser address bar**

   Or search for 'Mollie Musgrove'

3. At the login page, enter your whole MPH e-mail address as username, and your usual computer password as password.

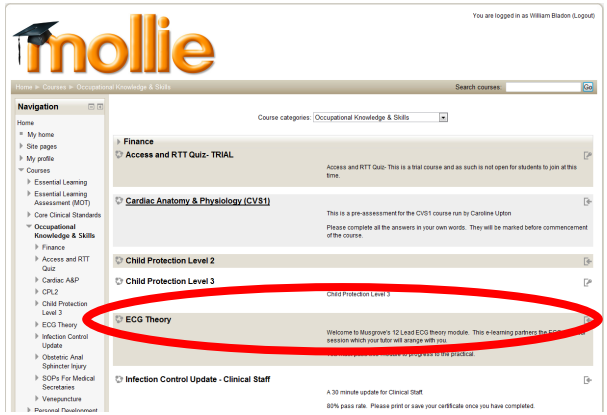


Enrolling on a Course

4. To find a course, click on the 'eLearning' button on the main screen

Welcome to Musgrove's OnLine Learning Interactive Environment
Here you'll find lots of learning resources, assessments and mandatory training
Many include sound and require headphones or speakers
(earphones from i-pods, phones, etc. are fine)
eLearning
Learning & Development Course Catalogue

5. Select the appropriate category, and course. Click on the course you wish to view.

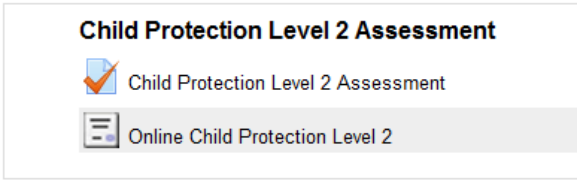


Taking a Course

6. Courses may have more than one module. Click on them one at a time to take each individually.

7. Play all slides and modules.

   Finally, complete the assessment at the end. If the course has a certificate (and you've passed) save or print the certificate.



Remember to log off when you have finished.

If your assessment is tutor marked, she/he will grade your answers and respond. Log in to mollie after the agreed time to check your results.